



MARYLAND **VENDOR UPDATE** **Summer 2006**

A Publication of the Maryland WIC Program
 Maryland Department of Health and Mental Hygiene, Family Health Administration
 Robert L. Ehrlich, Jr., Governor – Michael S. Steele, Lt. Governor – S. Anthony McCann, Secretary



Minimum Stock Requirements

Retail food and combination retail food store/pharmacies must have on their premises at all times the required stock of WIC authorized food items. If your store has a high volume of WIC sales, you may find it necessary to carry more than the required minimum stock. If your store is the subject of routine monitoring, the stock must be in your store at the time of the monitor's visit. You may not request leniency because the "truck hasn't come in yet" or because "we had the formula this morning, but someone bought a case." The sanction for failure to maintain the required minimum stock is a written warning following each violation and suspension of authorization for one year for five violations within a two-year period. If your store is being evaluated for reauthorization, inadequate WIC stock will result in denial of authorization making it necessary to reapply for authorization. The minimum stock requirements can be found on pages 8-9 of your WIC Vendor Manual. If you have any questions, please contact James A. Butler at 410-767-5258, JoAnn McGowen at 410-767-5251 or 1-800-242-4WIC (4942) toll free.



WIC Vendor Advisory Committee

A survey was sent out in June to determine interest in a Maryland WIC Vendor Advisory Committee. The purpose of an advisory committee is to keep WIC vendors abreast of changes to state and federal WIC



regulations, WIC food items, and policies and procedures that have a direct impact on the vendor community. Meetings will also provide vendors with the opportunity to provide input as well as feedback. You will be advised when the first meeting of the advisory committee will be held. If you have any questions or need additional information, please contact James A. Butler at 410-767-5258 or 1-800-242-4WIC (4949) toll free.

Shelf Prices

The Office of the Maryland WIC Program is planning to reinstitute the regular collection of vendor shelf prices via an online system. Currently, Peer Group Averages are used to set maximum payment amounts for WIC checks. Regular price collection will allow improved accuracy in determining maximum payment amounts and enable the program to monitor actual prices for individual WIC food items. You will be provided with more information at a later date.

Expired WIC Checks

Please be sure your cashiers recognize that they may never accept a WIC check after the last date to spend indicated on the check. For example, if a WIC check has a last date to spend of July 31, 2005 it cannot be used after July 31, 2005. If the same check is presented in your store in July of 2006, it is still expired, or stale dated, and should not be accepted. You are encouraged to report such attempted usage to the State WIC office. During this time of year, you may also see an increase in customers trying to use out of state WIC checks. WIC checks may only be redeemed in states where they are issued unless your store has an agreement with other states. If your store accepts an out of state WIC check, the Maryland WIC Program will not reimburse you for it. If you have any questions or need additional information, please contact James A. Butler at 410-767-5258 or 1-800-242-4WIC (4949) toll free.

NAME OF PARTICIPANT (LAST, FIRST M.I.)		CHECK
DOE, JANE		17
LAST DATE TO SPEND	May 31, 2004	CASHIER AMOUNT
		DOLLAR

(continued on back)

WIC Vendor Stamps

Do you need to replace your WIC Vendor Stamp? Stamps may be ordered from the Maryland Rubber Stamp Company. Contact Brenda or Barbara at 410-342-9100.



Additionally, please take care to clean your stamps when needed, and refill the ink chamber so that your WIC vendor number is legible. If you have any questions, please contact JoAnn McGowen at 410-767-5251 or call 1-800-242-4WIC (4942) toll free.

Moving or Selling Your Store?

If you are moving or selling your store, please notify the Maryland WIC Program at least 15 days in advance. **Selling your store does not transfer your WIC authorization!** The new owner must apply to the Maryland WIC Program for authorization. You are also required to return your WIC vendor stamps to the Maryland WIC Program. If you are planning to sell or relocate your store, or have any other questions, please contact JoAnn McGowen at 410-767-5251 or 1-800-242-4WIC (4942) toll free.



2006 Cashier Training Schedule

Regular cashier training can help vendors stay aware of changes that occur with the program and reduce the likelihood of sanctions and lost revenue due to cashier error. The following cashier training dates are available this summer:



Washington County	July 14
Baltimore County	August 17
Howard County	August 25
Wicomico County	August 29
Allegany County	September 11
Harford County	September 12
Prince George's County	September 14
Caroline County	September 15
Baltimore County	September 19
Frederick County	September 25

To take advantage of this training, please select a date and site your store trainer and/or cashiers would like to attend, complete a registration form and mail or fax it at least 5 days in advance of the training date to Frances McRae-Washington, Office of the Maryland WIC Program, 201 W. Preston Street, Baltimore, MD 21201. The fax number is 410-333-5683. The schedule and registration form are also available online in pdf format at www.mdwic.org.

Vendor Feedback

We want to make your participation in the WIC Program a rewarding experience. **WE NEED YOU!**

Your input is valued and strongly encouraged. If you have suggestions or comments, please feel free to contact James A. Butler at 410-767-5258 or 1-800-242-4WIC (4942) toll free.



The Vendor Update is a publication of the Maryland WIC Program.

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